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POLICY TRANSMITTAL NO. 06-02	DATE: MAY 9, 2006
FAMILY SUPPORT SERVICES DIVISION	DEPARTMENT OF HUMAN SERVICES OFFICE OF PLANNING, POLICY & RESEARCH

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TO: ALL OFFICES

SUBJECT: MANUAL MATERIAL

OAC 340:20, Table of Contents; 340:20 Appendix B; 340:20 Appendix C; and 340:20 Appendix F.

EXPLANATION: **Policy revisions were approved by the Commission and the Governor as required by the Administrative Procedures Act.**

Chapter 20 Appendices B, C, and F are revoked as they are no longer used.

Original signed on 4-12-06

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Mary Stalnaker, Director  
Family Support Services Division

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Sharon Neuwald, Co-Interim Administrator  
Office of Planning, Policy & Research

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WF # 05-13 (NAP)

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**INSTRUCTIONS FOR FILING MANUAL MATERIAL**

OAC is the acronym for Oklahoma Administrative Code. If OAC appears before a number on an Appendix or before a Section in text, it means the Appendix or text contains rules or administrative law. Lengthy internal policies and procedures have the same Chapter number as the OAC Chapter to which they pertain following a “DHS” number, such as personnel policy at DHS:2-1 and personnel rules at OAC 340:2-1. The “340” is the Title number that designates DHS as the rulemaking agency; the “2” specifies the Chapter number; and the “1” specifies the Subchapter number.

The chronological order for filing manual material is: (1) OAC 340 by designated Chapter and Subchapter number; (2) if applicable, DHS numbered text for the designated Chapter and Subchapter; and (3) all OAC Appendices with the designated Chapter number. For example, the order for filing personnel policy is OAC 340:2-1, DHS:2-1, and OAC 340:2 Appendices behind all Chapter 2 manual material. Any questions or assistance with filing manual material will be addressed by contacting Policy Management Unit staff at (405) 521-3611.

**REMOVE**

**INSERT**

340:20, Table of Contents

340:20, Table of Contents, 1 page only,  
revised 5-11-06

340:20 Appendix B

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340:20 Appendix C

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340:20 Appendix F

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**CHAPTER 20. LOW INCOME HOME ENERGY ASSISTANCE PROGRAM (LIHEAP)**

## Section

340:20-1-1.	Purpose
340:20-1-2.	Legal base
340:20-1-3.	Scope
340:20-1-4.	Coordination with Native American energy programs
340:20-1-5.	Coordination with Family Support programs
340:20-1-6.	Coordination with utility suppliers
340:20-1-7.	Outreach
340:20-1-8.	Legalized aliens
340:20-1-9.	Priorities
340:20-1-10.	Program factors
340:20-1-11.	Income and liquid resources
340:20-1-12.	Applications
340:20-1-13.	Verification
340:20-1-14.	Actions, method of payment, and notifications
340:20-1-15.	Other procedures
340:20-1-16.	Energy crisis assistance <b>[REVOKED]</b>
340:20-1-17.	Energy Crisis Assistance
340:20-1-18.	Expedited services during regular heating assistance program <b>[REVOKED]</b>
Appendix A	Application for Low Income Home Energy Assistance Program <b>[REVOKED]</b>
Appendix B	Declaration of Income Eligibility <b>[REVOKED]</b>
Appendix C	Authorization/Agreement/Claim Form <b>[REVOKED]</b>
Appendix D	Notice of Eligibility for Energy Crisis Assistance <b>[REVOKED]</b>
Appendix E	Low Income Home Energy Assistance Program Income and Resource Level by Household Size <b>[REVOKED]</b>
Appendix F	Benefit Levels (unsubsidized) <b>[REVOKED]</b>